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DIVISION OF PROFESSIONAL REGULATION

<b>PUBLIC MEETING MINUTES:</b>	<b>BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS</b>
<b>MEETING DATE AND TIME:</b>	<b>Tuesday, May 8, 2012 at 1:00 p.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware Cannon Building, Second-Floor Conference Room B
<b>MINUTES APPROVED:</b>	July 10, 2012

**MEMBERS PRESENT**

Terri White, Professional Member, President  
Frances Wimbush, Public Member, Secretary  
Mike Salitsky, Professional Member  
Hope Squier, Healthcare/Public Member (entered at 1:13 p.m.)  
Sandra Dole, Healthcare/Public Member  
Elizabeth Hague, Public Member  
Victorine Parker, Public Member  
Tim Bane, Public Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Daniel Stevenson, Deputy Attorney General  
Michele Howard, Administrative Specialist II

**MEMBERS ABSENT**

Tim Ballas, Professional Member, Vice President

**PUBLIC PRESENT**

None

**CALL TO ORDER**

Ms. White called the meeting to order at 1:05 p.m.

Ms. White made a motion, seconded by Ms. Dole, to amend the agenda to add item 4.2.3, review of the NHA Licensure by Reciprocity Application of Sister Cecile Zeringue. The motion to amend the agenda passed unanimously.

**REVIEW AND APPROVAL OF MINUTES**

The Board reviewed the minutes of the March 13, 2012 meeting. Ms. White made a motion, seconded by Ms. Hague, to approve the minutes as presented. The motion was unanimously approved.

## **UNFINISHED BUSINESS**

### **SIGN BOARD ORDERS – MR. STEVENSON**

Cheryl Hollis

Mark Yoder, Jr.

Public Rules & Regulations Hearing 3/13/12

Mr. Stevenson distributed the final board orders for signatures. Ms. Parker noted that her first name was misspelled on the Board Order for the Public Rules and Regulations Hearing held 3/13/12. Mr. Stevenson advised that she could still sign the order and he would note the spelling of her name for future reference.

### **REQUEST TO RETAKE NAB EXAM, TINA LAROSE – UPDATE FROM MS. HOWARD**

Ms. Howard reported that Ms. Larose submitted her NAB Test Diagnostic Scorecard to the Board office, as requested at the Board's last meeting. Ms. Larose has not yet submitted approval for a preceptor or training outline for the additional 40 hours of training required by the Board.

### **CONTINUING EDUCATION AUDIT OF LICENSEES**

Rule to Show Cause Hearing Scheduled with Hearing Officer

Dennis Koza

Ms. Howard reported that Dennis Koza has been scheduled for a hearing before a DPR Hearing Officer. The Board will receive recommendations from the Hearing Officer for its consideration at its next meeting.

### **STRATEGIC PLAN**

Ms. Howard reported that the Board had completed all of its goals on its current Strategic Plan. Ms. White made a motion, seconded by Ms. Dole, not to draft a new strategic plan. The motion passed unanimously. Ms. White requested that *Strategic Plan* be removed as a future agenda item.

## **NEW BUSINESS**

### **RATIFICATION OF LICENSURE** - None

### **REVIEW OF APPLICATIONS FOR LICENSURE**

Adrienne Indellini (NHA by AIT)

After review, Ms. White made a motion, seconded by Ms. Parker, to approve the NHA licensure of Adrienne Indellini. The motion passed by a majority vote, with Mr. Salitsky recused.

Thomas Shea (AIT)

Jerry Spilecki has proposed to be both the SNF and AL preceptor for Mr. Shea. Ms. White and Mr. Salitsky noted that Mary Campbell Center is not an assisted living facility. Mr. Salitsky will reach out to Mr. Spilecki and offer to be an AL preceptor for Mr. Shea. After review, Ms. Squier made a motion, seconded by Ms. Dole, to approve Mr. Shea for a 9-month Administrator In Training program contingent upon receipt of an acceptable AL preceptor and training outline. The motion passed unanimously.

Sister Cecile Zeringue (NHA by Reciprocity)

After review, Ms. White made a motion, seconded by Ms. Wimbush, to approve the NHA licensure application of Sister Zeringue. The motion passed unanimously.

### **REVIEW OF AIT PROGRESS REPORTS**

Christopher Collins (3<sup>rd</sup> / Final Report, Needs Permission to Test)

Ms. White reviewed the 3<sup>rd</sup> and final AIT progress report of Christopher Collins. Ms. White made a motion, seconded by Ms. Wimbush, to allow Mr. Collins to sit for the NAB exam. The motion passed unanimously.

David Boyer (1<sup>st</sup> Report)

Ms. White reviewed the 1<sup>st</sup> AIT progress report of David Boyer. Ms. White made a motion, seconded by Ms. Parker, to accept the 1<sup>st</sup> quarterly progress report of Mr. Boyer. The motion passed unanimously.

Megan Nessell (1<sup>st</sup> Report)

Ms. White reviewed the 1<sup>st</sup> AIT progress report of Megan Nessell. Ms. White made a motion, seconded by Ms. Wimbush, to accept the 1<sup>st</sup> quarterly progress report of Ms. Nessell. The motion passed unanimously.

Tammy Chavis (2<sup>nd</sup> / Final Report, Needs Permission to Test

Ms. White reviewed the 2<sup>nd</sup> and final AIT progress report of Tammy Chavis. Ms. White made a motion, seconded by Ms. Parker, to allow Ms. Chavis to sit for the NAB exam. The motion passed unanimously.

Tameka Hackett (1<sup>st</sup> Report)

Ms. White reviewed the 1<sup>st</sup> AIT progress report of Tameka Hackett. Ms. White made a motion, seconded by Ms. Wimbush, to accept the 1<sup>st</sup> quarterly progress report of Ms. Hackett. The motion passed by a majority vote, with Mr. Salitsky recused.

REVIEW OF AIT SUMMARY (as of 4/30/12) – Ms. Howard

Ms. Howard distributed and summarized a status report of AITs which was current as of 4/30/12. Ms. White made a motion, seconded by Ms. Wimbush, to send a letter to Rawlida Trapp requesting her 1<sup>st</sup> quarterly AIT progress report within 30 days of the Board's meeting. The motion passed unanimously.

REVIEW OF CONTINUING EDUCATION APPROVAL REQUESTS:

Delaware Health & Social Services, *Demystifying Dementia: Creative Approaches to Care*, 5/23/12, Requesting 6.0 CEUs

Ms. White reviewed the CE application for *Demystifying Dementia: Creative Approaches to Care*. Ms. Wimbush made a motion, seconded by Mr. Salitsky, to approve the course for 6.0 CEUs. The motion passed unanimously.

Delaware Health & Social Services Division of Long Term Care Residents Protection and the University of Delaware, *Disaster Preparedness for Long Term Care Facilities Conference*, 5/15/12 – 5/16/12, Requesting 12.0 CEUs

Ms. White reviewed the application for *Disaster Preparedness for Long Term Care Facilities Conference*. Ms. Parker made a motion, seconded by Mr. Bane, to approve the course for 12.0 CEUs. The motion passed unanimously.

Delaware Hospice, *Rising From the Ashes*, 5/4/12, Requesting 6.5 CEUs

Ms. White reviewed the application for *Rising From the Ashes*. Mr. Salitsky made a motion, seconded by Ms. Wimbush, to approve the course for 6.5 CEUs. The motion passed unanimously.

Delaware Health & Social Services, *Life, Death & Nursing 2012*, 4/17/12, Requesting 6.0 CEUs

Ms. White and Ms. Dole reviewed the application for *Life, Death & Nursing 2012*, and both noted that they could not justify the requested 6.0 CEUs based on the agenda/curriculum provided. Ms. White made a motion, seconded by Ms. Wimbush to approve the course for 5.0 CEUs. The motion passed unanimously. Since the date of the course has already passed, Ms. Howard will advise the course provider that a revised Certificate of Completion should be issued to all attendees of the course.

Delaware Health & Social Services Division of Substance Abuse & Mental Health, *2012 Summer Institute*, 7/30/12 – 8/3/12

*Putting Recovery Into Practice*, 7/30/12, Requesting 3.25 CEUs

*Implementing the Olmstead Imperative*, 7/30/12, Requesting 3.25 CEUs

*Preparing to Implement the Affordable Care Act*, 7/30/12, Requesting 3.25 CEUs

*State of Substance Abuse Prevention in DE*, 7/30/12, Requesting 3.25 CEUs

*Culturally Competent Practice*, 7/31/12, Requesting 6.0 CEUs

*Applying Skills in Assessing and Treating Co-Occurring Disorders*, 7/31/12, Requesting 6.0 CEUs

*The Teen and Young Adult Brain: Risk-Taking and Mental Health*, 7/31/12, Requesting 6.0 CEUs

*A Dangerous Pairing: Sexually Transmitted Infections, Substance Abuse and Mental Health, 7/31/12, Requesting 6.0 CEUs*  
*Clinical Supervision for Motivational Interviewing, 7/31/12, Requesting 6.0 CEUs*  
*Trauma: The Unknown Epidemic and Creating Trauma Informed Systems of Care, 7/31/12, Req 6.0 CEUs*  
*Anxiety and Depression Disorders in Older Adults, 7/31/12, Requesting 6.0 CEUs*  
*Using Motivational Interviewing With Persons With Co-Occurring Disorders, 8/1/12, Requesting 6.0 CEUs*  
*Who Helps the Helper? How to Thrive, Not Just Survive, 8/1/12, Requesting 6.0 CEUs*  
*Efficacious Treatment Approaches in Managing High Risk Behaviors, 8/1/12, Requesting 6.0 CEUs*  
*Three Solutions to Your Health Problems, 7/30/12, Requesting 2.0 CEUs*  
*Creating a Culture of Trauma-Informed Care: Seeking Safety, 8/1/12, Requesting 6.0 CEUs*  
*Grant Writing for Results!, 8/1/12, Requesting 6.0 CEUs*  
*Gender, Trauma & Healing, 8/2/12, Requesting 6.0 CEUs*  
*Working with Individuals with Personality Disorders, 8/2/12, Requesting 6.0 CEUs*  
*Using the Interpersonal Theory of Suicide to Guide Assessment & Clinical Management of Suicide Risk, 8/2/12, Requesting 6.0 CEUs*  
*Sticks & Stones: Words & Terms That Will Help Ruin a Therapeutic Alliance, 8/2/12, Requesting 6.0 CEUs*  
*Understanding & Responding to Self-Inflicted Violence: Healing From the Repercussions of Trauma, 8/2/12 – 8/3/12, Requesting 12.0 CEUs*  
*Neurobiology of Mental Health and Addictive Disorders for Clinicians, 8/2/12 – 8/3/12, Req 12.0 CEUs*  
*Biomedical Ethics Primer, 7/30/12, Requesting 3.25 CEUs*  
*Values-Based Decision-Making: A Stepwise Model, 7/31/12, Requesting 3.25 CEUs*  
*Complementary and Alternative Medicine, 7/31/12, Requesting 2.0 CEUs*  
*Ethical Dimensions of Treating Clients with Borderline Personality Disorder, 8/1/12, Requesting 3.25 CEUs*  
*Ethical Alternatives to Violence Project-Community-Based, Trauma-Healing Workshops, 8/1/12, Requesting 2.0 CEUs*  
*Preparing for the DSM-5, 8/3/12, Requesting 4.75 CEUs*  
*Innovative Approaches to Address Trauma: Opening New Doors, 8/3/12, Requesting 4.75 CEUs*  
*Supervision & Service Delivery from a Strengths-Based, Person-Centered Perspective, 8/3/12, Requesting 4.75 CEUs*  
*Keynote Address: Opening Doors to the Future, 7/30/12, Requesting 2.75 CEUs*

Ms. White reviewed the applications and made a motion, seconded by Ms. Hague, to approve all of the courses as presented. The motion passed unanimously.

#### Review Rules & Regulations Governing CE to Consider Allowing More Than 12 Credits for Online Courses

Mr. Salitsky distributed a summary of the online CE requirements for NHA Boards in other states. After discussion, Ms. Wimbush made a motion, amended by Ms. Squier, and seconded by Ms. Hague, to amend Rule 5.3.4 to allow the number of CE credits obtained through online courses to be increased from 12 to 24. The motion passed by a majority vote, with Ms. Dole abstaining. Mr. Stevenson will present a draft for the Board's review at its next meeting.

#### Review Rules & Regulations Governing CE and/or Preceptors to Consider Granting CE Credit to Preceptors of AITs

After discussion, Ms. Wimbush made a motion, seconded by Mr. Salitsky, to grant 3.0 CEUs to Board-approved AIT Preceptors for each AIT that they complete a training outline for, for a maximum of 6.0 CEUs (2 AITs) during a two-year licensure period. CEUs will not be considered earned until the Board has approved the AIT's final quarterly progress report, regardless of when the AIT outline is actually completed and/or submitted. The motion passed unanimously. Mr. Stevenson will present a draft for the Board's review at its next meeting. Ms. Howard will amend the Board's AIT checklist form to include the date and number of CEUs earned for an AIT's Preceptor(s).

**COMPLAINT STATUS** - None

**OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

**NAB ANNUAL MEETING, JUNE 6-8, 2012, PROVIDENCE, RHODE ISLAND (early bird registration deadline is May 15, 2012)**

After discussion, Ms. Howard will check with Tim Ballas to see if he can attend the June 2012 NAB Annual Meeting in Providence, Rhode Island. If Mr. Ballas cannot attend, Ms. Wimbush will attend on the Board's behalf.

**PUBLIC COMMENT**

None

**NEXT SCHEDULED MEETING**

The next meeting is scheduled to be held on July 10, 2012 at 1:00 p.m. in the second-floor Conference Room B of the Cannon Building located at 861 Silver Lake Boulevard, Dover, Delaware.

**ADJOURNMENT**

There being no further business, Ms. White made a motion, seconded by Ms. Squier, to adjourn the meeting at 2:26 p.m. The motion passed unanimously.

Respectfully submitted,



Michele Howard  
Administrative Specialist II

*The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.*